

**A.C.T. – N.O.W.**  
**Advisory Community Team – Neighbors On Watch**  
**EXECUTIVE BOARD MEETING MINUTES**  
**JUNE 1, 2018**

*(Shannon Fick took notes due to Secretary Julie Hill absent)*

Meeting was called to order by Chair Mary Link at 10:03 a.m.

Members Present: Mary Link, Bob Barber, Mike Briggs, Kelly Kirkpatrick, John Ellis, Officer Shannon Fick, Sharon Zacny, Chief Brian Hill

Absent: Carmine Polisei, Julie Hill, John Klein

**MINUTES**

- Secretary Julie Hill presented the published minutes from the May 4, 2018 Executive Board meeting. John Ellis made a motion to accept the minutes as published. Bob Barber seconded and the motion carried.

**TREASURER'S REPORT**

- Treasurer Bob Barber submitted the following published report for MAY 2018 (SEE ATTACHED 11<sup>th</sup> month of 2017-2018 Fiscal Year):

Checking Account	\$ 2,060.47
Savings Account	\$ 286.39
Money Market Acct.	\$12,830.71
<u>Petty Cash</u>	<u>\$ 491.88</u>
Total	\$15,669.45

- John Ellis made a motion to accept the Treasurer's Report as submitted by Treasurer Bob Barber. Kelly Kirkpatrick seconded and the motion carried.
- Bob also presented an updated 2017-2018 Budget Spreadsheet (attached).

**CORRESPONDENCE**

*(All correspondence was given to Secretary to be attached with meeting minutes or filed)*

- None

**OLD BUSINESS**

- Follow up on new polo shirts for ACT NOW board members. Julie is checking with Holly Jansen (Jason's wife) who is the new owner of Jericho Ink & Thread for some pricing and shirt design options.
- Nomination committee (Brian and Sharon) are working on community awards to be presented at the annual meeting/picnic in July and on getting some possible nominations for 2018-2019 officer vacancies that will be left by Mary and Carmine who are stepping down due to their home and/or work obligations.
- Had to re-schedule the annual meeting/picnic committee meeting. Committee consists of Mary, Sharon, Julie & Mike.
- Update on Golf Outing: Price from golf course for green fees, carts and food will be \$35 per person and will include hot dogs on the turn and a pulled pork sandwich meal after golfing. Austin Martin, event coordinator, is asking for \$800 to purchase prizes for the Chinese Raffle, same as last year. Motion was made by John Ellis to allow Austin Martin to purchase up to

\$800 for golf outing Chinese Raffle prizes. Support by Mike Briggs, all in favor, none opposed, motion carried.

## **NEW BUSINESS**

- Sunrise Run readiness: Will need someone from ACT NOW to work at water station that will be located next to the fire department on Cottage Street. Will check with Stan and Dave, Mary and Bob Link would also be available if needed to volunteer for that job. Discussed maybe next year in March sponsoring the cost for new volunteer shirts for the run as we have benefited from them in the past.
- Tabled stuffed animal sales discussion to next month's meeting as Shannon is checking with our community donor for the possible animal selection and the forms for reserving the booth at the fire grounds during the Firemen's Memorial are not available yet.
- Julie proposed getting some vinyl banners made with ACT NOW, PD & CERT logos so that we can display them at our different functions/events each year. They would look professional and the cost for a 2' x 6' banner is approximately \$53.00 from Xpress Copy Center. Had a sample to show group that was made for Grayson's Gift. Kelly Kirkpatrick made a motion that we order two of the 2' x 6' banners at a cost up to \$150.00 total, support by John Ellis. All in favor, none opposed, motion carried.

## **CERT UPDATE**

- Coordinator Sharon Zacny announced that they CERT trailer was on display at the Roscommon Business Expo on May 16<sup>th</sup> and that there are 5-6 people interested in becoming CERT members. We may have enough to run a 20-hour Basic CERT class in the fall.
- Currently have 5 volunteers for the Sunrise Run (Bob, Sharon, Kelly, Mike & John) plus the same numbers as last year from the Crawford CERT team.
- The Fun Run CERT training had to be cancelled due to lack of participants, hoping to reschedule for this fall. Also looking at scheduling a meeting this summer, possibly in August to get Active 911 up and running for CERT members.
- Five volunteers acted as victims at the Gerrish EMS Triage training last night held at the fire department.
- Upcoming help needed for the Frederic Music Festival and the Roscommon 4<sup>th</sup> of July parade and fireworks activities.

## **OTHER BUSINESS/ANNOUNCEMENTS**

- None

## **NEXT REGULAR EXECUTIVE BOARD MEETING**

- July 6, 2018 at 10:00 a.m. at the Gerrish Township Police Department.

There being no further business to discuss, Mary Link adjourned the meeting at 11:11 a.m.

Respectfully Submitted,

*Julie Hill*

Julie Hill, ACT-NOW Secretary

cc/All Executive Board Members and the Gerrish Township Police Department Website